



FAIRVIEW DEVELOPMENTAL CENTER JOB OPPORTUNITY BULLETIN

CUSTODIAN (JC-35017)

SALARY RANGE	\$2194 - \$2745
TENURE/TIME BASE	Permanent, Full Time
PROGRAM/DEPARTMENT	General Services/Housekeeping
FINAL FILING DATE**	December 09, 2016

DESCRIPTION OF DUTIES: Under the direction of the Supervisor Housekeeper I, performs janitorial duties in keeping an assigned area clean and orderly. Cleans assigned work areas as directed and/or outlined on cleaning schedule or procedural manual. Provides instructions and training to Maintenance Services Occupational Trainee and Service Assistant (Custodian) employees in the proper use of equipment and safe cleaning methods and janitorial procedures. Request cleaning supplies and equipment as needed (including chemicals), and selects proper cleaning materials and janitorial procedures. Other assigned tasks and specialized duties as needed or required.

WHO MAY APPLY: Candidates with list and transfer eligibility for the classification will be considered. Appointment will be subject to Department Restriction of Appointment (DROA), State Restriction of Appointment (SROA)/Surplus, and Reemployment list procedures. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews. **Note:** Appointment subject to pre-employment physical and fingerprint clearances. Applications can be obtained from the Testing Office of Fairview Developmental Center or from the California Department of Human Resources website www.calhr.ca.gov. **Faxed applications or resumes will not be accepted.**

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

FAIRVIEW DEVELOPMENTAL CENTER
TESTING OFFICE, ROOM 211
2501 HARBOR BLVD.
COSTA MESA CA 92627
(714) 957-5255

****Only applications with original signatures will be accepted****

IMPORTANT: PLEASE INCLUDE THE PROGRAM/DEPARTMENT NEXT TO THE JOB TITLE ON THE APPLICATION OR IT WILL NOT BE CONSIDERED FOR THE VACANCY.

FAIRVIEW IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

CLASSIFICATION TITLE: CUSTODIAN
RELEASE DATE: 09/14/16
FFD Updated: 11/23/16